



CITY OF WATERTOWN, NEW YORK
OFFICE OF PLANNING & COMMUNITY DEVELOPMENT

SUITE 304, CITY HALL
245 WASHINGTON STREET
WATERTOWN, NEW YORK 13601-3362
TEL. (315) 785-7740
FAX (315) 785-7829

KENNETH A. MIX
PLANNING & COMMUNITY
DEVELOPMENT COORDINATOR

October 28, 2015

To: Planning Board Members
From: Michael A. Lumbis, Planner
Subject: November 3, 2015 Planning Board Meeting

The Chair of the Planning Board has called a meeting of the Planning Board for Tuesday, November 3, 2015 at 3:00 p.m. in the City Council Chamber of City Hall.

At that meeting, the following agenda will be discussed:

1. Reading of the Minutes of the October 6, 2015 Planning Board meeting.
2. Zone Change – Request submitted by Stephen W. Gebo of Conboy, McKay, Bachman & Kendall, LLC on behalf of Sundus and Sarah, LLC to change the approved zoning classification of 115 Brook Drive, Parcel Number 14-21-131.000 from Residence A to Limited Business.
3. Waiver of Site Plan Approval – Request submitted by Laura D. Penazek-Whitney for the construction of an approximately 2,160 square foot parking lot expansion at 865 Coffeen Street and 891 Coffeen Street, respective Parcel Numbers 8-13-103.100 and 8-13-102.000

NOTE: All applicants (or an authorized representative) involved in the above requests must attend this meeting. If no one is present, the Planning Board will not act upon that request.

cc: City Council Members
Robert J. Slye, City Attorney
Stephen W. Gebo, Conboy, McKay, Bachman & Lendall, LLC, 407 Sherman Street, Watertown, NY 13601
Laura D. Penazek-Whitney, 891 Coffeen Street, Watertown, NY 13601